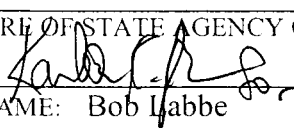
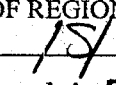


Weisman

TRANSMITTAL AND NOTICE OF APPROVAL OF STATE PLAN MATERIAL		1. TRANSMITTAL NUMBER: 03-11	2. STATE Alaska
FOR: HEALTH CARE FINANCING ADMINISTRATION		3. PROGRAM IDENTIFICATION: TITLE XIX OF THE SOCIAL SECURITY ACT (MEDICAID)	
TO: REGIONAL ADMINISTRATOR HEALTH CARE FINANCING ADMINISTRATION DEPARTMENT OF HEALTH AND HUMAN SERVICES		4. PROPOSED EFFECTIVE DATE July 1, 2003	
5. TYPE OF PLAN MATERIAL (Check One): <input type="checkbox"/> NEW STATE PLAN <input type="checkbox"/> AMENDMENT TO BE CONSIDERED AS NEW PLAN <input checked="" type="checkbox"/> AMENDMENT			
COMPLETE BLOCKS 6 THRU 10 IF THIS IS AN AMENDMENT (Separate Transmittal for each amendment)			
6. FEDERAL STATUTE/REGULATION CITATION: 42 CFR 431.11		7. FEDERAL BUDGET IMPACT: a. FFY 03 \$0 b. FFY 04 \$0	
8. PAGE NUMBER OF THE PLAN SECTION OR ATTACHMENT: Preprint Section 1.2, Page 7 Attachments 1.2-A, 1.2-B, and 1.2-C		9. PAGE NUMBER OF THE SUPERSEDED PLAN SECTION OR ATTACHMENT (If Applicable): Preprint Section 1.2, Page 7 Attachments 1.2-A, 1.2-B, and 1.2-C	
10. SUBJECT OF AMENDMENT: To reflect the divisional reorganization of the Alaska Department of Health and Social Services, which is the single State agency designated to administer or supervise the administration of the Medicaid program.			
11. GOVERNOR'S REVIEW (Check One): <input type="checkbox"/> GOVERNOR'S OFFICE REPORTED NO COMMENT <input checked="" type="checkbox"/> OTHER, AS SPECIFIED: Does not wish to comment. <input type="checkbox"/> COMMENTS OF GOVERNOR'S OFFICE ENCLOSED <input type="checkbox"/> NO REPLY RECEIVED WITHIN 45 DAYS OF SUBMITTAL			
12. SIGNATURE OF STATE AGENCY OFFICIAL: 		16. RETURN TO: Department of Health and Social Services Office of the Commissioner PO Box 110601 Juneau, AK 99811-0601	
13. TYPED NAME: Bob Labbe			
14. TITLE: Deputy Commissioner Department of Health and Social Services			
15. DATE SUBMITTED:			
FOR REGIONAL OFFICE USE ONLY			
17. DATE RECEIVED: OCT - 3 2003		18. DATE APPROVED: FEB 19 2004	
PLAN APPROVED - ONE COPY ATTACHED			
19. EFFECTIVE DATE OF APPROVED MATERIAL: JUL - 1 2003		20. SIGNATURE OF REGIONAL OFFICIAL: 	
21. TYPED NAME: Karen S. O'Connor		22. TITLE: Associate Regional Administrator Division of Medicaid & Children's Health	
23. REMARKS: 9/30/03 Juneau Alaska (03-11) Approved: 02/19/04 Effective: 07/01/03			

Revision: HCFA-AT-80-38(BPP)
May 22, 1980

State:

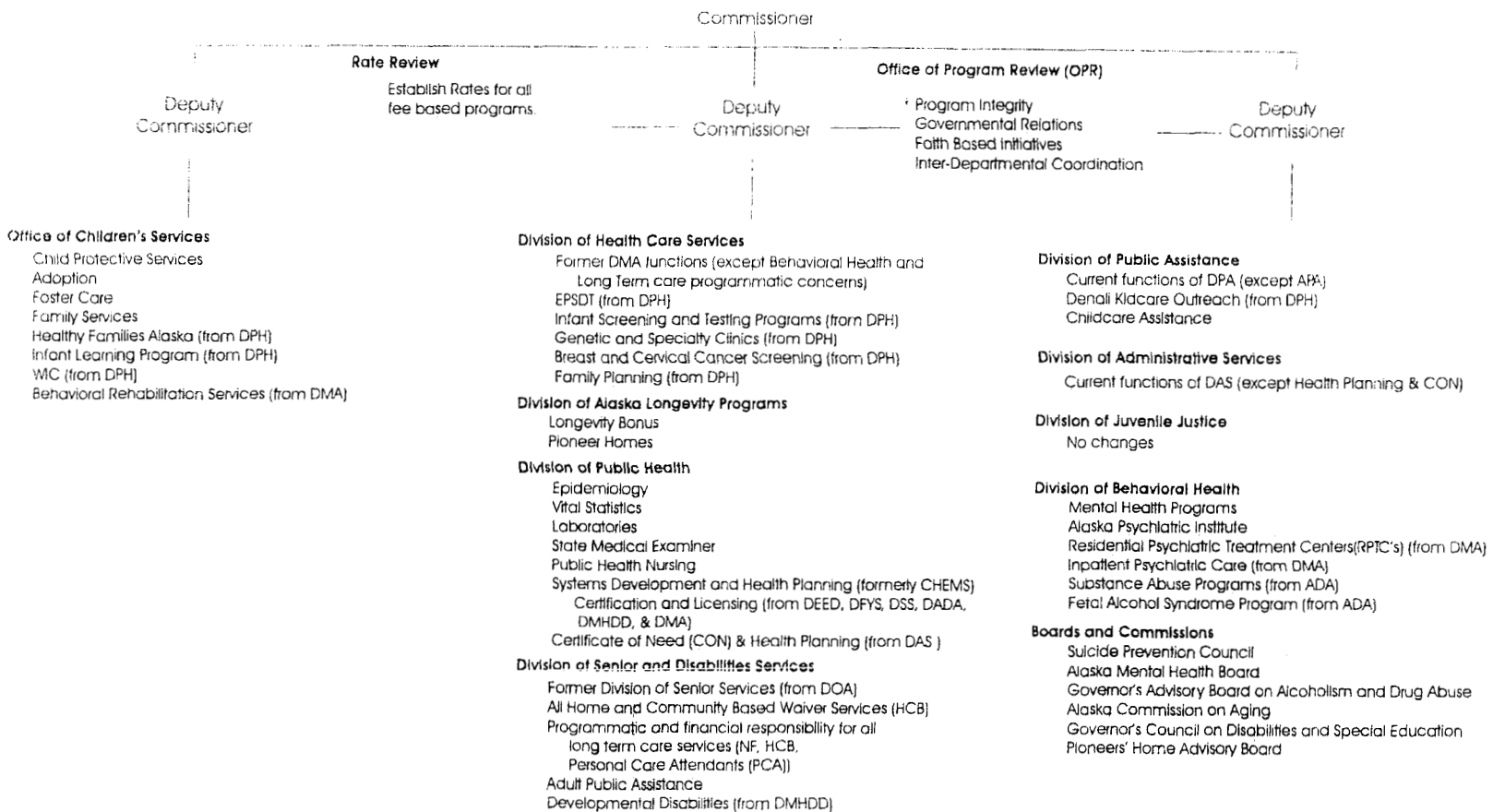
Citation
42 CFR 431.11
AT-79-29

1.2 Organization for Administration

- (a) ATTACHMENT 1.2-A contains a description of the organization and functions of the Medicaid agency and an organization chart of the agency.
- (b) Within the State agency, the Division of Health Care Services has been designated as the medical assistance unit. ATTACHMENT 1.2-B contains a description of organization and functions of the medical assistance unit and an organization chart of the unit.
- (c) ATTACHMENT 1.2-C contains a description of the kinds and numbers of professional medical personnel and supporting staff used in the administration of the plan and their responsibilities.
- (d) Eligibility determinations are made by State or local staff of an agency other than the agency named in paragraph 1.1(a). ATTACHMENT 1.2-D contains a description of the staff designated to make such determinations and the functions they will perform.

X Not applicable. Only staff of the agency named in paragraph 1.1(a) make such determinations.

TN No. 03-11 Approval Date FEB 19 2004 Effective Date July 1, 2003
Supersedes MA 84-2



ORGANIZATION AND FUNCTION OF STATE AGENCY

I. Alaska Department of Health & Social Services

General Administration:

The Office of the Commissioner includes three Deputy Commissioners, supporting staff and two additional units; The Office of Program Review and the Office of Rate Review. The Commissioner's Office is responsible for providing the leadership and direction to ensure an efficient and effective organization that is capable of fulfilling the functions and responsibilities designated by law.

The Office of Program Review provides quality assurance, Medicaid program coordination and integrity, and handles intergovernmental relations. It is also responsible for developing and maintaining the state plan under which the Medicaid program is administered.

The Office of Rate Review makes recommendations to the Commissioner on all rates paid to providers of services under fee-based programs to facilitate Department-wide payment methodology standardization.

The Office of Hearings and Appeals conducts impartial client, provider, and health facility rate appeals, including those dealing with Medical Assistance issues.

Boards and Commissions:

Governor's Council on Disabilities and Special Education:

Advisory council to State agencies for issues related to disabilities, special education and the citizens they serve.

Alaska Commission on Aging:

Advisory council to the Department on issues relating to seniors including the grant program.

Alaska Mental Health Board

This advisory and advocacy group for Alaskans with mental illnesses helps to plan and coordinate mental health services funded by the State of Alaska.

Advisory Board on Alcoholism and Drug Abuse

In partnership with the public, this board plans and advocates for policies, programs and services for prevention and treatment of substance abuse.

The Division of Administrative Services:

Is responsible for accounting and federal claiming activities, coordination of budget activities, supporting administrative functions of all Divisions including procurement, information technology, grant and contract management, and public facility and capital budget planning.

Division of Behavioral Health:

Behavioral Health assumes all policy, program, and administrative responsibility for mental health and substance abuse services, including the operation of the Alaska Psychiatric Institute, the fetal alcohol syndrome program, substance abuse and mental illness prevention programs, community based and residential mental health care, and substance abuse treatment. This Division has policy and budgetary responsibility for Medicaid Behavioral Health services. It manages grant programs for the prevention and treatment of substance abuse and provides educational services. The Division is also responsible for identifying Medicaid covered treatment needs for eligibles at risk of Fetal Alcohol Syndrome or Fetal Alcohol Effects. In addition, the Division of Behavioral Health:

- Certifies substance abuse treatment centers,
- Administers the program of Pre-Admission Screening and Annual Resident Reviews (PASARR) of the mentally ill in long-term care facilities through our community mental health centers, and
- Is responsible for all functions relating to financing community based and residential mental health care and substance abuse treatment.

The Division of Health Care Services

Formerly the Division of Medical Assistance, is described in Attachment 1.2B.

The Division of Longevity Services

This division the policy, program and administrative responsibility for assisted living homes in Alaska.

The Division of Public Assistance:

The Program and Policy Unit develops health care eligibility policy for the Medicaid, Chronic and Acute Medical Assistance (CAMA) programs. It also develops eligibility policy for TANF (Alaska Temporary Assistance Program), General Relief Assistance, Old Age Assistance, Aid to the Blind, Aid to the Disabled, Food Stamps and Energy Assistance programs. Other programmatic responsibilities include any outreach activities to facilitate enrollment for the Denali KidCare Program and Tribal TANF contract management.

The Field Operations Unit is responsible for initial determinations and re-determinations of eligibility and the provision of benefits to recipients in the TANF (Alaska Temporary Assistance Program), General Relief Assistance, Old Age Assistance, Aid to the Blind, Aid to the Disabled, Food Stamp and Energy Assistance programs. It is also responsible for initial determinations and re-determinations of eligibility for the Medicaid and Chronic and Acute Medical Assistance programs.

The System Operations section of the Division is the management team for the integrated Eligibility Information System (EIS). The purpose of the EIS is to reduce eligibility decision time frames while also reducing errors.

The Quality Control Section of the Division conducts mandatory reviews of the accuracy of Food Stamps, TANF, and Medicaid eligibility determinations as well as development and preliminary investigation of fraud referrals.

The Division of Public Health:

Administers and enforces State health regulations, serves as professional consultant to the public and to local governments, and provides certain direct health services. The Division provides preventive services such as immunizations, surveillance of contagious and sexually transmitted diseases and provides for data links between MMIS and Vital Statistics under a memorandum of agreement with the Division of Medical Assistance. Under this agreement state public health nurses provide EPSDT services. Blood lead screening and testing and Hemophilus B immunizations are included in the EPSDT screening process. Laboratory tests for a variety of conditions are provided through the section of laboratories. The section of Emergency Services offers injury prevention services.

Within this Division, a facilities and planning section is responsible for certificate of need activities as well as a construction-licensing program. Approval of all hospital and nursing home construction is provided through these two activities. This section also assists the licensing and certification unit of the Division of Health Care Services in determining compliance with physical requirements for hospital and other medical facilities.

The Division of Senior and Disability Services:

This Division provides a full range of care for seniors and the disabled in one agency through the administration of state and federal grant programs and all Medicaid Home and Community Based Waivers. This agency is responsible for intake, assessment and plan of care preparation for waiver applicants, certifying waiver service providers, and monitoring service standards.

The Division has all programmatic and financial responsibility for the state's long-term care services, including personal care attendants, nursing facilities, swing beds, and programs for the developmentally disabled. Division staff coordinates or supervises the evaluation of active treatment provision to elderly and disabled patients who live in or are seeking admission to nursing homes and also make determinations for ICF/MR level of care.

Office of Children's Services (OCS):

Alaska's child protection agency has expanded its responsibilities under the direction of a third Deputy Commissioner. The office is primarily responsible for assessing individual and family social service needs and offering necessary services. Children's service needs may be provided directly by the agency or through contractors and grantees.

OCS administers both the foster care and subsidized adoption programs under both Title IV-E and similar state provisions. Field staff provides health-related care coordination services to Medicaid-eligible clients, most of whom are children in Department custody. Services include arranging for health services, acting as liaison between medical providers and foster parents, assisting in using Medicaid, arranging for evaluations, implementing health regimes, developing health plans, arranging for admission to medical facilities, and transporting children to medical appointments. This Division provides administrative oversight for the licensure, quality assurance, certification of

need, and re-certification of foster homes and other residential child care settings, including residential psychiatric treatment facilities.

In addition, OCS has full responsibility for the programmatic and financial direction of other related children's programs including behavioral rehabilitation services, Infant Learning Program, Healthy Families and WIC.

II. State Partner Agencies

The following state agencies support the Department of Health and Social Services in the administration of Alaska's Medical Assistance Program:

Department of Administration

Office of Personnel:

Provides support to the Department of Health and Social Services in the functional areas of personnel and payroll.

Office of Public Advocacy:

This agency furnishes administrative case management services to Medicaid recipients who have been assigned a public guardian by the courts.

Department of Commerce and Economic Development

Division of Occupational Licensing

This agency licenses health care professionals as authorized by statute and outlined in regulation. The Division of Occupational Licensing is also responsible for implementing the training, certification, and registration of nurse aides as required by P.L. 100-203.

Department of Education and Early Development:

The Divisions described below developed appropriate standards and compliance requirements for funding health services delivered by public schools to Medicaid recipients. Division of Teaching and Learning Support establishes program and service standards, monitors school-based health services provided through Individualized Educational Plans (IEPs), and distributes federal funds to school districts. The School Finance Unit distributes state funds for IEP health services and other school-based health services. This unit also provides data to the Division of Health Care Services for the coordination of administrative claiming for IEP health services.

Department of Public Safety:

Public Safety performs Life Safety Code Compliance surveys that are necessary for hospitals, skilled and intermediate care facility programs, intermediate care for the mentally retarded, and ambulatory surgical centers to participate in Medicare and Medicaid programs. The agency also maintains an automated fingerprint system and provides background checks on individuals requesting enrollment in the Medicaid Program as Personal Care Attendants, so they may meet the requirements of the Alaska Administrative code 7AAC 43.770 through 7AAC 43.795.

Department of Law:

This agency supplies legal support services to the Medicaid agency as needed.

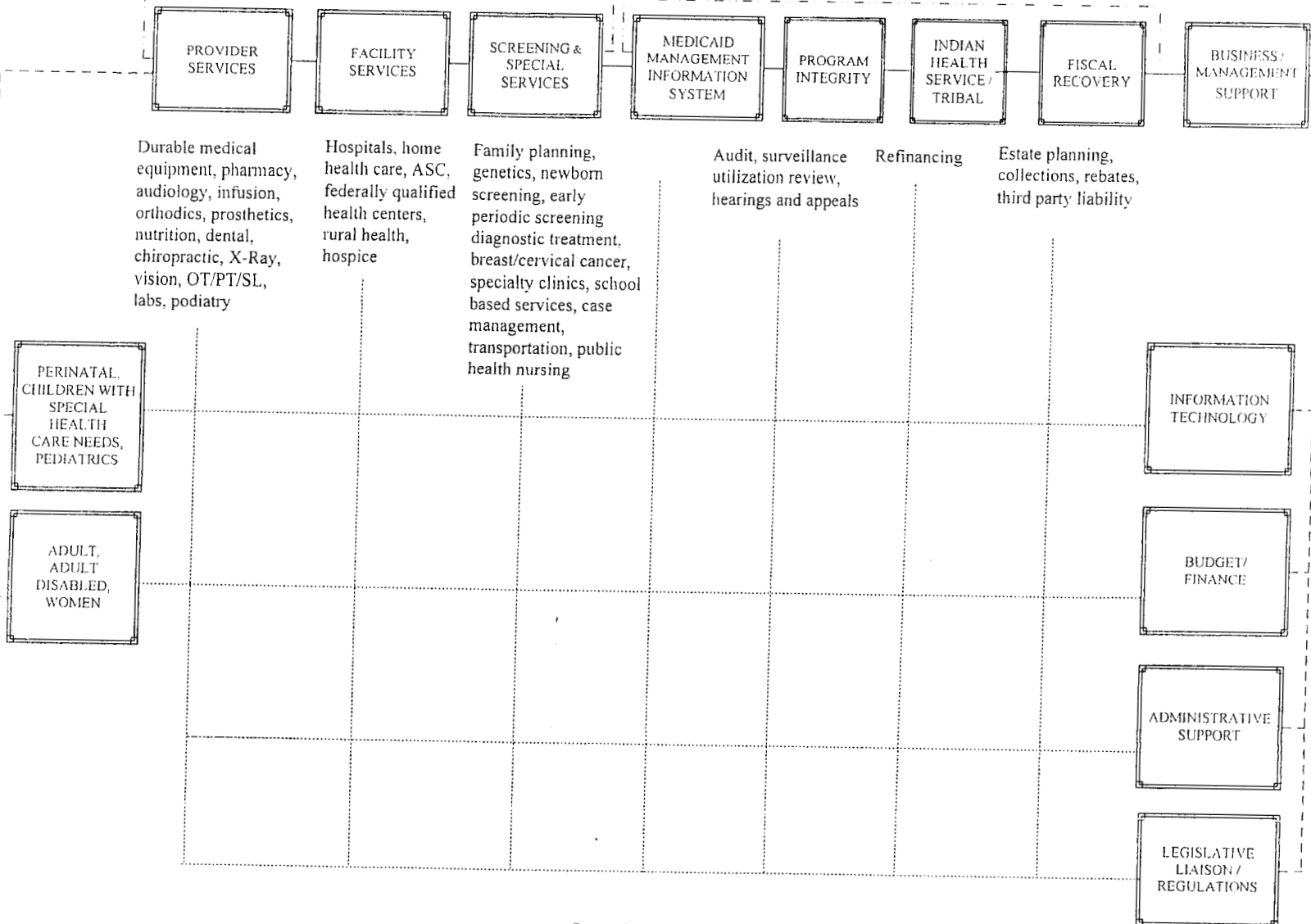
DIVISION OF HEALTH CARE SERVICES

ANCHORAGE

Program Development

Inter-Divisional

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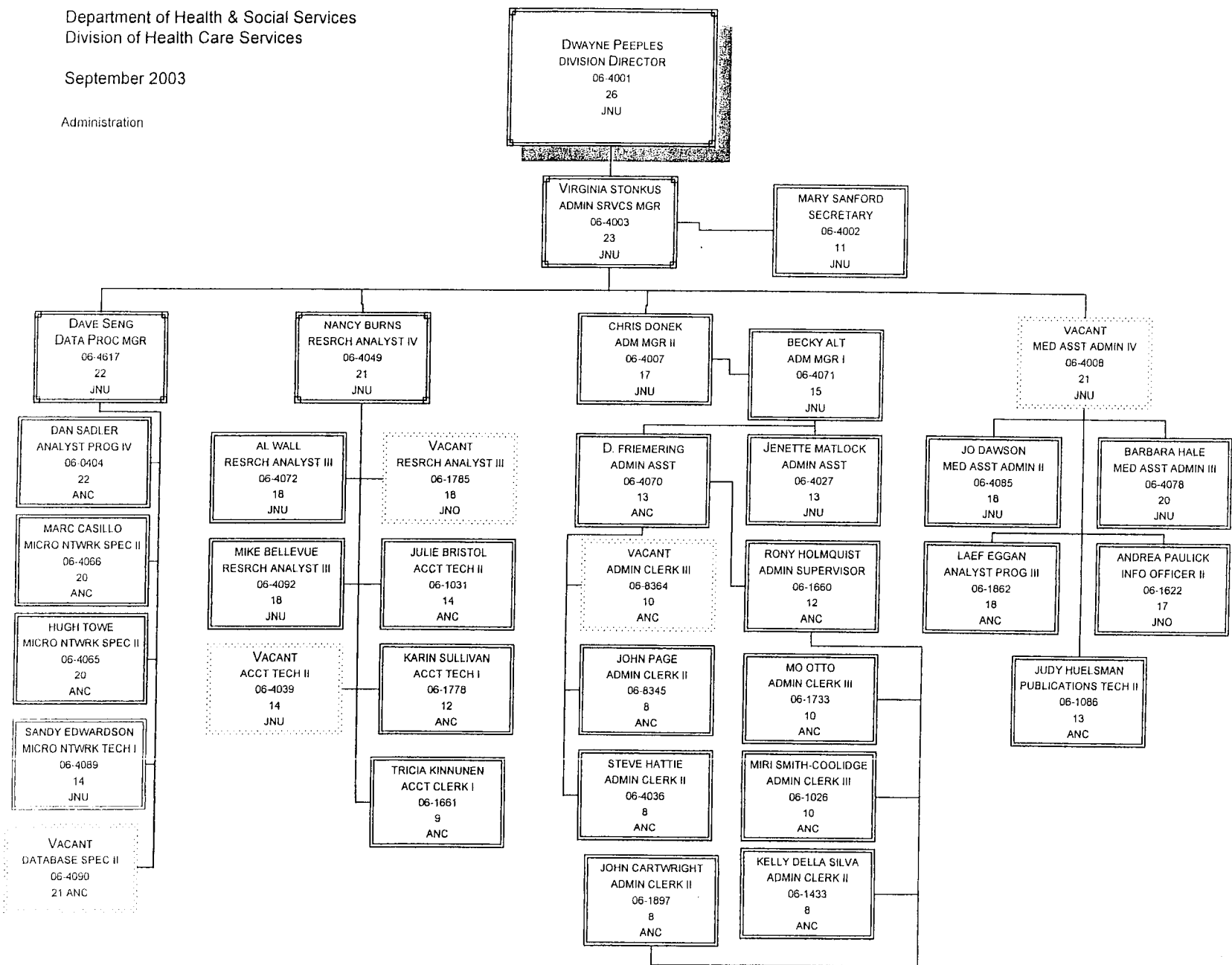


September 4, 2003

Department of Health & Social Services
Division of Health Care Services

September 2003

Administration



TN No. 03-11

Approval Date

FEB 19 2004

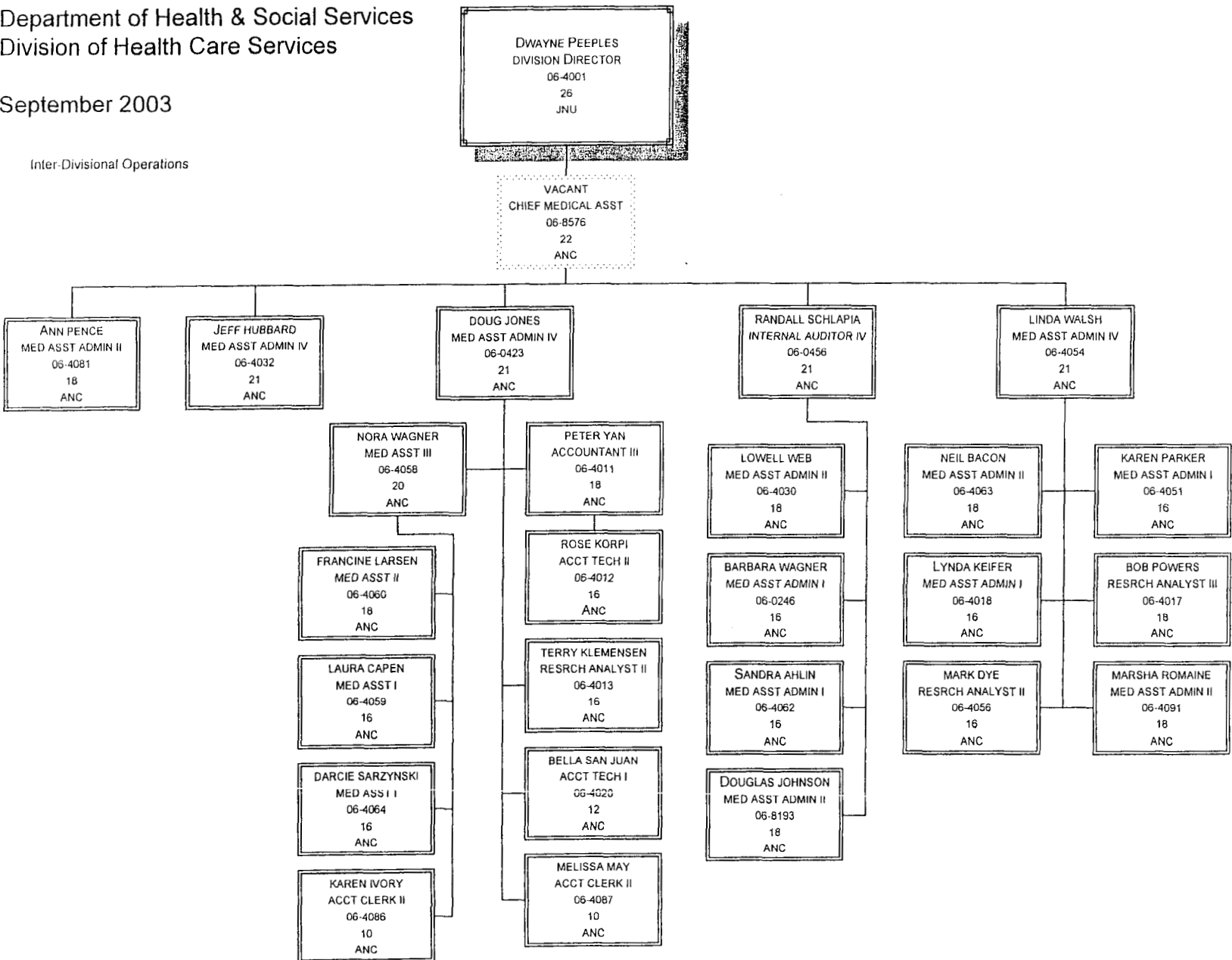
Effective Date July 1, 2003

Supersedes TN No. 92-11

Department of Health & Social Services
Division of Health Care Services

September 2003

Inter-Divisional Operations



TN No. 03-11
Supersedes TN No. 92-11

Approval Date FEB 19 2004 effective Date July 1, 2003

Department of Health & Social Services
Division of Health Care Services

September 2003

Provider Services

